

**MINUTES OF THE
LAKEFRONT MANAGEMENT AUTHORITY
BOARD MEETING
HELD ON THURSDAY, JULY 25, 2019**

The regular monthly Board Meeting of the Lakefront Management Authority was held on Thursday, July 25, 2019 at the Lakefront Airport Terminal Building, 2nd Floor Conference Center, 6001 Stars & Stripes Blvd., New Orleans, Louisiana 70126 after due legal notice of the meeting was sent to each Board member and the news media and posted.

Chair Heaton called the meeting to order at 5:51 p.m. and Commissioner Major led in the pledge of allegiance. Louis Capo called the roll and a quorum was present.

PRESENT:

Chair Wilma Heaton
Commissioner Roy Arrigo
Commissioner Esmond Carr
Commissioner Stanley Cohn
Commissioner Leila Eames
Commissioner Thomas Fierke
Commissioner Dawn Hebert
Commissioner Carla Major
Commissioner Pat Meadowcroft
Commissioner Chris Morvant
Commissioner Paul Pablovich
Commissioner Robert Romero

ABSENT:

Commissioner Stanley Brien
Commissioner Sean Bruno
Vice Chair Eugene Green
Commissioner Anthony Richard
Commissioner Robert Watters

STAFF:

Louis Capo – Executive Director
Christopher Henderson – ARFF Captain
Frank Moraway - ARFF
James Mazerat - ARFF
Monique Bonnet – Accountant
Shelly Raborn – Administrative Program Director
Sarion Granger – Human Resources Analyst A
Bruce Martin – Airport Deputy Director
Cynthia Grace – Finance Manager
Tyrone Powell – Airport Manager
Chandra Chaffin – Grants Administrator
Office Albert Hynes – Orleans Levee District Police
Marc Lucas – Lakefront Management Authority

ALSO, PRESENT:

Betty Tedesco – Lake Vista Property Owner Association Board
Al Pappalardo – Real Estate Consultant, P.C.I.
Chris Fenner – Vice President of Stuart Consulting Group
Steven Massicot – Massicot Group L.L.C./Oceana
Jay Baudier – Lake Vista Property Owner Association
Chris Cook – Lake Pontchartrain Basin Canal
Monte Shalett – Lake Vista Property Owner Association

OPENING COMMENTS:

Chair Heaton commended Louis Capo, Executive Director, for keeping the “pitchforks” to a minimum during Hurricane Barry. She presented Certificates of Commendation to Bruce Martin (Airport Deputy Director), Captain Christopher Henderson, Captain Tony Collins, and James Mazerat for their exceptional performance, teamwork, and working tirelessly through Hurricane Barry.

Chair Heaton acknowledged Officer Albert Hynes for coordinating a meeting of approximately forty-one officers from all agencies. He stated that the officers hosted a meeting with representatives from the F.B.I, D.E.A., Customs, Wildlife and Fisheries, etc. at the Lakefront Management Authority on Wednesday, July 24, 2019. He acknowledged Chief Kerry Najolia for leading the charge on the project. The goal of the meeting was to create a team task force and to support each other with police-related issues.

Chair Heaton introduced and welcomed the new Board member, Commissioner Paul Pablovich. She commented that he will be serving on the Commercial Real Estate Committee.

MOTION TO ADOPT AGENDA:

A motion was offered by Commissioner Brien, seconded by Commissioner Meadowcroft and unanimously adopted, to adopt the agenda.

MOTION TO APPROVE MINUTES:

- 1) A motion was offered by Commissioner Fierke, seconded by Commissioner Romero, to approve the minutes of January 24, 2019. Commissioner Arrigo abstained from voting.
- 2) A motion was offered by Commissioner Fierke, seconded by Commissioner Major, to approve the minutes of February 21, 2019. Commissioner Arrigo abstained from voting.
- 3) A motion was offered by Commissioner Fierke, seconded by Commissioner Hebert, to approve the minutes of March 4, 2019. Commissioner Arrigo abstained from voting.
- 4) A motion was offered by Commissioner Fierke, seconded by Commissioner Major, to approve the minutes of March 28, 2019. Commissioner Arrigo abstained from voting.
- 5) A motion was offered by Commissioner Fierke, seconded by Commissioner Eames, to approve the minutes of April 25, 2019. Commissioner Arrigo abstained from voting.
- 6) A motion was offered by Commissioner Fierke, seconded by Commissioner Major, to approve the minutes of May 23, 2019. Commissioner Arrigo and Commissioner Morvant abstained from voting.
- 7) A motion was offered by Commissioner Fierke, seconded by Commissioner Hebert, to approve the minutes of June 27, 2019. Commissioner Arrigo abstained from voting.

PUBLIC COMMENTS:

Monte Shalet, Lake Vista Property Owners' Association, requested to defer his comments until the Board's discussion of the items.

DIRECTOR'S REPORT:

Louis Capo, Executive Director, advised that he will be embedding someone in the Emergency Operations Center (EOC) at the Flood Protection Authority, to improve communication and the accuracy of information during storm events. He explained that the inconsistent reporting of the

gate closures forced the Lakefront Management Authority to scramble to notify their tenants. He commented that the entire Lakefront Management Authority's Finance Department spent all morning contacting every tenant. Despite the confusion, the tenants were very appreciative of the information.

Mr. Capo advised that Tom Long recommended a Mass Communication system named Iris Mass Communication. He researched Iris Mass Communication and discovered that the Authority could quickly send mass e-mails, mass texts, and mass notifications for \$1.25 per user per year. The estimated total cost for this system would be approximately \$1,000 per year. Commissioner Major recommended a specific noise or alarm to alert the users of when they receive an emergency text message. Commissioner Romero recommended notifying the tenants, beforehand, that they will be receiving emergency text notifications.

Commissioner Fierke explained that there was almost a multiple fatality accident at the Marconi gate. He recommended installing a flashing stop sign or light on the gate. Officer Albert Hynes stated that he will bring this issue to Chief Najolia's attention.

Mr. Capo advised that he is in the process of creating a Comprehension Emergency Operations Manual that will be distributed to all staff. He explained that he will combine all of the committees' manuals into one comprehensive manual and present it to the Board for approval next month.

Mr. Capo discussed the damage caused by Hurricane Barry. FEMA announced that the dates of disaster are from July 10 – July 15. He stated that the Authority is tracking employees' time, money spent on supplies, money spent on clean-up, and everything associated with the storm. Mr. Capo advised that he is hoping to be eligible for FEMA funding/FEMA reimbursement.

COMMITTEE REPORTS:

Airport Committee:

Louis Capo, Executive Director, stated that AECOM issued the notice to proceed for the Runway project. The project will begin on July 29, 2019 and the project is expected to be completed in 138 calendar days. Commissioner Fierke questioned the delay of the notice. Chair Heaton explained that the pipe that was installed for the drain had to be specially fabricated to adhere to FAA rules which delayed the notice being issued. Gerry Metzger, Legal Counsel, stated that a contract was signed within days after the resolution.

Mr. Capo commented that the FAA stopped paying for the PAPI (Precision approach path indicator) lights, so they were removed. He advised that he is in the process of having those lights reinstated, and there will be a flight check next week on the lights.

Finance Committee:

Louis Capo stated that the audit began, and Finance submitted the trial balance and general ledger to the auditors on Tuesday. The auditors requested additional information.

Legal Committee:

Commissioner Watters was absent.

Commercial Real Estate:

Chair Heaton stated that the Commercial Real Estate Committee will discuss some issues in their next meeting, and they will be ready for the Board in August.

Marina Committee:

Louis Capo stated that the covered boat slips project is moving forward, and that he had a pre-construction meeting this week. He advised that he spoke with Paul Dimitrios, R.C.L., and he should have a schedule of when this project should begin and end, either this week or early next week.

Mr. Capo discussed Hurricane Barry's damage to the Marina and compared it to the damage from previous storms. He presented photos of the damage to the Board.

Commissioner Arrigo mentioned that the Marina Committee didn't meet this month. He stated that the dredging at Southshore Harbor is another project that should be starting soon. He expressed that they continue to battle the sinkholes in the parking lot at the Orleans Marina. He mentioned that the Authority finally has the funding for docking work on the Northeast Peninsula near Southshore Harbor.

Recreation/Subdivision Committee:

Commissioner Hebert stated that the Lake Pontchartrain Basin Foundation requested to build a memorial in honor of Roy Johnson, Jr. and the Committee discussed the overnight parking issue. She requested to defer her comments until the Board's discussion of the items.

OLD BUSINESS: None

NEW BUSINESS:

- 1) Motion to approve the request of the Lake Pontchartrain Basin Foundation to build a memorial in honor of Roy Johnson, Jr. (Recreation/Subdivision Committee).

- Chris Cook, Director of the Lake Pontchartrain Basin Foundation’s New Canal Lighthouse Education Center, stated that they are in the early planning stages of the project. Mr. Cook explained the inspiration behind the memorial. He advised that they are developing a strategy for raising the funds for the memorial, and a strategy for having it designed. The approval of the Board is needed before the foundation can began a fundraising campaign. The final design will be submitted to the Recreation/Subdivision Committee for approval. If the design is approved by the Recreation/Subdivision Committee, then the design will be presented to the Board for final approval. Commissioner Fierke questioned the size of the project. Chair Heaton responded that the size of the project depends on how much money the foundation raises. Mr. Cook stated that the foundation has three location options for the memorial. Chair Heaton explained that the Board’s vote on July 29, 2019, is to allow the foundation to begin their fundraiser. Commissioner Fierke asked why there needed to be an approval. Chair Heaton responded that the memorial is being built on the Authority’s property, so the project must be vetted.

MOTION: 01-072519
RESOLUTION: 01-072519
BY: COMMISSIONER HEBERT
SECONDED: COMMISSIONER MEADOWCROFT **July 25, 2019**

- 1) Motion to approve the request from the Lake Pontchartrain Basin Foundation to build a memorial in honor of Roy Johnson, Jr. (Recreation/Subdivision Committee).

RESOLUTION

WHEREAS, the Non-Flood Protection Asset Management Authority (“Management Authority”) is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District (“District”);

WHEREAS, certain property referred to as the “New Basin Canal Lighthouse” situated in the City of New Orleans located on the north end of the New Basin Canal is one of the non-flood protection assets of the Orleans Levee District managed and controlled by the Management Authority;

WHEREAS, the Management Authority leased to the Lake Pontchartrain Basin Foundation (“LPBF”) the New Basin Canal Lighthouse property for the construction and operation of a lighthouse museum and education center under the terms and conditions set forth in the lease which is now opened to the public (“Lighthouse Museum”);

WHEREAS, the LPBF has requested permission to build a Memorial Drinking Fountain and Pavilion including Bench on property owned by the District adjacent to the property leased by the LPBF to honor Roy Johnson, Jr., who was a supporter of the Lighthouse Museum and avid cyclist who enjoyed cycling on Lakeshore Drive;

WHEREAS, the section of property dedicated for the Roy Johnson, Jr, Memorial will be further defined by GPS coordinates and the total square footage will be provided once the area is defined and submitted to the Recreation/Subdivision Committee for approval;

WHEREAS, the Recreation/Subdivision Committee of the Management Authority considered the request of the LPBF at its meeting held on July 16, 2019 and voted to recommend approval of the request of the LPBF to build the Memorial, conditioned upon the prior approval of the improvements to be constructed for the Memorial by the Recreation/Subdivision Committee and agreement of the LPBF to maintain the Memorial;

WHEREAS, the Management Authority after considering the request of the LPBF resolved that it is in the best interest of the Orleans Levee District to approve said request for construction of the Memorial, conditioned upon the prior approval of the improvements to be constructed for the Memorial by the Recreation/Subdivision Committee and agreement of the LPBF to maintain the Memorial;

THEREFORE, BE IT HEREBY RESOLVED, that the Non-Flood Protection Asset Management Authority approves the request of the Lake Pontchartrain Basin Foundation to build a Memorial Drinking Fountain and Pavilion including a Bench to honor Roy Johnson, Jr., conditioned upon the prior approval of the improvements to be constructed for the Memorial by the Recreation/Subdivision Committee and agreement of the LPBF to maintain the Memorial.

BE IT FURTHER RESOLVED, that the Management Authority Chairman or Executive Director be and is hereby authorized to sign any and all documents necessary to carry out the foregoing.

The foregoing was submitted to a vote, the vote thereon was as follows:

YEAS: Heaton, Arrigo, Carr, Cohn, Eames, Fierke, Hebert, Major, Meadowcroft, Morvant, Pablovich, Romero

NAYS: None

ABSTAIN: None

ABSENT: Brien, Bruno, Green, Richard, Watters

RESOLUTION PASSED: Yes

- 2) Motion to authorize Work Authorization No.7 (Change Order No.5) for \$18,429.40 for Work Authorization No.7 under the IDIQ contract with AECOM for work on the Runway 18R/36L Repair Project at Lakefront Airport (total amount not-to-exceed \$510,001.40 FAA/LaDOTD (reimbursement)).
- Bruce Martin, Airport Deputy Director, stated that the FAA told the Authority’s consultant that they needed to implement the new requirement for Grade A levels into their planning design for the Runway project. If the Board approves this motion, then the Authority can be reimbursed 90-10; 90 % federal, 10 % state.

MOTION: 02-072519

RESOLUTION: 02-072519

BY: COMMISSIONER MEADOWCROFT

SECONDED: COMMISSIONER ARRIGO

July 25, 2019

- 2) Motion to authorize Work Authorization No.7 Change Order No.5 for \$18,429.40 for Work Authorization No.7 under the IDIQ contract with AECOM for work on the Runway 18R/36L Repair Project at Lakefront Airport (total amount not-to-exceed \$510,001.40 FAA/LaDOTD reimbursement).

RESOLUTION

WHEREAS, the Non-Flood Protection Asset Management Authority (“Management Authority”) is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District (“District”);

WHEREAS, the Lakefront Airport is one of the non-flood protection assets of the District managed by the Management Authority;

WHEREAS, the Runway 18R/36L at Lakefront Airport requires repairs;

WHEREAS, AECOM, the Management Authority’s consulting engineer, was requested to modify the Scope of Work to include the time to evaluate the cost associated to incorporate a 12-inch or 6-inch additional asphalt pavement lift to a portion of runway within the northern limits of the project, and AECOM was requested to evaluate the cost associated with raising a portion of runway to flatten the vertical curve in the existing runway profile for the price and sum of \$18,429.40 (the “Project”);

WHEREAS, Change Order No. 5 increases the total amount of AECOM’s Work Authorization 7 to \$510,001.40;

WHEREAS, the Management Authority resolved that it was in the best interest of the District and Lakefront Airport to approve Change Order No. 5 for Work Authorization 7 with AECOM for the Project;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Non-Flood Protection Asset Management Authority approves and authorizes execution of Change Order No. 5 for Work Authorization 7 with AECOM in the amount of \$18,429.40 for the contract with AECOM for the Runway 18R/36L Repairs at Lakefront Airport Project that increases the total fee for Work Authorization No. 7 to \$510,001.40.

BE IT FURTHER HEREBY RESOLVED that the Management Authority authorizes the Chairman or Executive Director of the Management Authority to sign any and all documents necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

- YEAS:** Heaton, Arrigo, Carr, Cohn, Eames, Fierke, Hebert, Major, Meadowcroft, Morvant, Pablovich, Romero
NAYS: None
ABSTAIN: None
ABSENT: Brien, Bruno, Green, Richard, Watters
RESOLUTION PASSED: Yes

- 3) Motion to approve emergency roof repairs at the Williams and the Moffett Hangars and authorize Executive Director to execute a contract with Roof Technologies, Inc.
 - Commissioner Fierke requested background information. Chair Heaton explained that the Williams Hangar (Flight line) has extensive roof leaks within the offices, and it has to be repaired. There is water pouring into the Moffet Hangar on the Oschner emergency flight’s side. She stated that a commercial roofer inspected the roofs. She explained that the problem isn’t just roofing, and that the venting system is causing leaks as well. Chair Heaton stated that a cost can’t be determined until testing is done and that the leaks can’t wait because it is damaging the facilities. She commented that maintenance attempted to fix the issues. Commissioner Fierke questioned the amount of the project. Chair Heaton explained that it will not exceed \$25,000 per project.

A motion was offered by Commissioner Fierke, seconded by Commissioner Cohn and unanimously adopted, to amend the resolution to add an amount not-to-exceed \$25,000 per project.

MOTION: 03-072519
RESOLUTION: 03-072519
BY: COMMISSIONER FIERKE
SECONDED: COMMISSIONER EAMES

July 25, 2019

- 3) Motion to approve emergency roof repairs at the Williams and the Moffett Hangars and authorize Executive Director to execute a contract with Roof Technologies, Inc.

RESOLUTION

WHEREAS, the Non-Flood Protection Asset Management Authority (“Management Authority”) is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District (“District”);

WHEREAS, the Williams Hangar and the Moffet Hangar at the Lakefront Airport in the City of New Orleans are non-flood protection assets of the District;

WHEREAS, the Management Authority resolved that it was in the best interest of the District to authorize Roof Technologies, Inc. to repair the roof of the Williams Hangar and the Moffet Hangar;

THEREFORE, BE IT HEREBY RESOLVED that the Non-Flood Protection Asset Management Authority authorizes award of the Moffet and the Williams Hangars Roof Repair Project to Roof-Technologies Inc. in the amount not to exceed \$25,000 per each project.

BE IT HEREBY FURTHER RESOLVED, that the Management Authority Chair or Executive Director be and is hereby authorized to take any action and execute any and all documents necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

YEAS: Heaton, Arrigo, Carr, Cohn, Eames, Fierke, Hebert, Major, Meadowcroft, Morvant, Pablovich, Romero
NAYS: None
ABSTAIN: None
ABSENT: Brien, Bruno, Green, Richard, Watters
RESOLUTION PASSED: Yes

- 4) Motion to authorize and award to the lowest responsible and responsive bidder for the Orleans Marina NE Slip Repair Contract to TKTMJ, Inc., in the amount not-to-exceed \$1,008,800.00.

- Commissioner Hebert questioned the repairs. Chris Fenner, Vice President of Stuart Consulting Group, explained that they will be removing the existing slips and replacing them with 33 new slips. Commissioner Major questioned whether the Authority met the DBE 18%. Commissioner Arrigo commented that the Authority needs to have another discussion about how we make sure that those numbers are being met. Chair Heaton suggested that the Board accept the lowest bid and not execute any contracts until the goals have been met. Commissioner Morvant questioned the penalty for not meeting the goals. Gerry Metzger, Executive Counsel, stated that the consultant is responsible for reinforcing the goals. Commissioner Fierke requested maps or pictures for a project this size at the next Board meeting.

MOTION: 04-072519

RESOLUTION: 04-072519

BY: COMMISSIONER ARRIGO

SECONDED: COMMISSIONER FIERKE

July 25, 2019

- 4) Motion to authorize and award to the lowest responsible and responsive bidder for the Orleans Marina NE Slip Repair Contract to TKTMJ, Inc., in the amount not-to-exceed \$1,008,800.00.

RESOLUTION

WHEREAS, the Non-Flood Protection Asset Management Authority (“Management Authority”) is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District (“District”);

WHEREAS, the Orleans Marina is one of the non-flood protection assets of the District under the management and control of the Management Authority;

WHEREAS, the Management Authority in February of 2019 issued an Invitation for Bids for the Orleans Marina Slip Repair Project in accordance with the provisions of the Louisiana Public Bid Law, La. Rev. Stat. 38:2212, et seq., and the Invitation for Bids provided that bids had to be received by no later than 10:00 a.m. o’clock on March 13, 2019 (the “Project”);

WHEREAS, the Louisiana Public Bid Law requires that the contract for this Project be awarded to the lowest responsible and responsive bidder, as provided under Section 2212 of the Louisiana Public Bid Law;

WHEREAS, the following bids were received on March 13th for the Project:

TKTMJ Inc.	\$1,008,800.00
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Cycle Construction Marine, Inc. \$1,287,900.00

WHEREAS, the Management Authority resolved that it was in the best interest of the District and the Marina to approve a contract for the Project with TKTMJ, Inc., as the lowest responsive and responsible bidder, for the price and sum of \$1,008,800.00;

WHEREAS, funding for this project was noted in the Capital Project Budget approved by Resolution 05-032819 on March 28, 2019,

WHEREAS, the funding source was identified as \$300,000 from current year Capital Reserve - Unrestricted and \$800,000 previously encumbered Prior Year Restricted Funds;

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Non-Flood Protection Asset Management Authority approves a contract with TKTMJ, Inc., for the price and sum of \$1,008,800.00, for the scope of work for the Orleans Marina Slip Repair Project.

BE IT FURTHER HEREBY RESOLVED, that the Chairman or Executive Director of the Non-Flood Protection Asset Management Authority be and is hereby authorized to sign any and all documents necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

YEAS: Heaton, Arrigo, Carr, Cohn, Eames, Fierke, Hebert, Major, Meadowcroft, Morvant, Pablovich, Romero
NAYS: None
ABSTAIN: None
ABSENT: Brien, Bruno, Green, Richard, Watters
RESOLUTION PASSED: Yes

- 5) Discussion regarding the installation of signage prohibiting overnight parking of vehicles and prohibiting the parking of vehicles used for commercial advertising purposes in the parking lots along Lakeshore Drive.
 - Commissioner Hebert stated that they have been having a problem with overnight parking. Chair Heaton explained that this issue wasn't a motion on the agenda because the city's ordinances didn't match for our officers to provide enforcement. The State has an ordinance that could work.
 - The Committee voted to defer this agenda item until the next Recreation/Subdivision Committee Meeting.

- 6) Motion to amend Capital Budget (2019-2020) to reallocate \$275,000.00 from the project at Lake Vista Community Center to emergency repairs at the Fire Station and other emergency roof repairs.

- Monte Shalett, L.V.P.O.A., questioned the timing of the motion. Chair Heaton explained that this motion was adopted during Capital Budget. Mr. Shalett requested more communication.

A motion was offered by Commissioner Cohn, seconded by Commissioner Romero and unanimously adopted, to amend the resolution to add funding from unrestricted budget.

MOTION: 06-072519
RESOLUTION: 06-072519
BY: COMMISSIONER FIERKE
SECONDED: COMMISSIONER ARRIGO **July 25, 2019**

- 6) Motion to revise the FY 2019-2020 Capital Project Budget by reallocating \$275,000 from Capital Reserve Unrestricted Funds to the Airport for ARFF Firehouse repairs and emergency roof repairs.

RESOLUTION

WHEREAS, the Non-Flood Protection Asset Management Authority (“Management Authority”) is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District (“District”);

WHEREAS, by Resolution 05-032819, the Management Authority approved the General Operating and Capital Project Budget for Fiscal Year 2019-2020;

WHEREAS, an environmental issue has arisen at the Lakefront Firehouse and requires immediate attention to correct;

WHEREAS, a funding source was identified in the Capital Project Budget

Capital Project Budget

Decrease in Capital Reserve (Unrestricted)	(\$275,000)
Increase in Capital Reserve (Unrestricted)	
ARFF Firehouse and Emergency Roof Repairs	<u>\$275,000</u>
Total (decrease) / Increase	-

WHEREAS, the foregoing adjustments are determined to be in the best interest of the Authority to resolve these issues;

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Management Authority approves the revisions set forth above to the Fiscal Year 2019-2020 Capital Project Budget.

BE IT HEREBY FURTHER RESOLVED, that the Chairman or Executive Director be and is authorized to sign any and all documents necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

YEAS: Heaton, Arrigo, Carr, Cohn, Eames, Fierke, Hebert, Major, Meadowcroft, Morvant, Pablovich, Romero

NAYS: None

ABSTAIN: None

ABSENT: Brien, Bruno, Green, Richard, Watters

RESOLUTION PASSED: Yes

Announcement of next Regular Board Meeting:

1) Thursday, August 29, 2019 – 5:30 PM

Adjourn:

A motion was offered by Commissioner Cohn, seconded by Commissioner Meadowcroft and unanimously adopted, to adjourn. The meeting was adjourned at 6:53 PM.